
Kraus-Anderson® Construction Company

MINUTES OF CONSTRUCTION MEETING NO. 4

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Duluth, MN 55807

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Date: September 2, 2010

Project: DULUTH INTERNATIONAL AIRPORT
NEW PASSENGER TERMINAL
BID PACKAGE 1
Duluth, MN
KACC Project #20225

Subject: Meeting No. 4
Thursday, September 2, 2010

Present:	Blaine Peterson	DAA	Nathan Fox	Northland Constructors
	Brett Cahoon	KACC	Jason Erickson	Dynamic Structural Steel
	Steve Bergerson	KACC	Patrick Contardo	Dynamic Structural Steel
	Chris Barta	KACC	Mike Serre	API Electric
	John Hippchen	RS&H		
	Ryan Erdmann	RS&H		
	Andy Edlund	AET		

To:	Brian Ryks	Duluth Airport Authority	Nathan Fox	Northland Constructors
	Brian Grefe	Duluth Airport Authority	Jeff Tyllia	API Electric
	Blaine Peterson	Duluth Airport Authority	Paul Konkler	Concrete Sawing Services
	Alison Johnson	Duluth Airport Authority	Tony Linder	Erosion Control Specialists
	John Hippchen	Reynolds, Smith & Hills, Inc.		EJM Pipe Service
	Ryan Erdmann	Reynolds, Smith & Hills, Inc.	Ben Vitek	Ground Effect Drilling
	Leslie Carlson	Reynolds, Smith & Hills, Inc.	Lon Hovland	Hovland, Inc.
	Brian O'Connor	Reynolds, Smith & Hills, Inc.	Scott Windorski	Keller Fence Company
	Thomas Chambers	Reynolds, Smith & Hills, Inc.	Brandt Swedberg	Midwest Boring
	Mark Ip	Reynolds, Smith & Hills, Inc.	Scott Sinnott	Sinnott Blacktop
	Brett Cahoon	KACC		Rick's Tree Service
	Steve Bergerson	KACC	Kyle Kruger	Veit
	Bob Swanfeld	SJA Architects		Waterproofing by Experts
	Craig Bursch	MBJ Consulting	Brad Werner	Kelleher Construction, Inc.
	Bob Jackson	Cosentini Associates, Inc.		Woody's Rebar
	Jennifer Keuther	Cosentini Associates, Inc.	Roger Anderson	Harbor City Masonry, Inc.
	Andy Edlund	American Engineering Testing	Jason Erickson	Dynamic Structural Steel
	Joe Butler	Braun Intertec	Bryan Hutchinson	Northern Industrial Erectors
	Mindy Appold	Appold Design		
	Dan Nelson	City of Duluth Building Safety		
	Steve Cauchon	Avis		
	Anne Thomas	Budget		
	Horace Kahlbaugh	Hertz		
	Sharon Miller	Vanguard/ALAMO		
	Tom Leines	Minnesota Power		
	Dave Larson	Qwest		

Date of Origin	Item #	Description	Action By
<u>Work Scope 2.10 Civil & Site Electrical</u> – Northland Constructors of Duluth LLC – Nathan Fox-PM; Don Flom-Foreman; Tom DuBois-Utility Foreman			
09/02/10	4.1	Northland to place new straw mulch at finished tie-in and on new road.	
	4.2	Tom F. to copy KACC on all SWPPP sheets.	Northland
	4.3	John H., Brian G., Blaine P., Brett C. to discuss the issues with moving curb north at island south of Hertz building (utility issues with doing this).	
	4.4	Received several phone calls this morning and observed trucks traveling too fast on Grinden Drive loop. Northland to slow trucks down.	Northland
08/26/10	3.1	Handicap signage locate walk-thru today with Brian G., Blaine P. and Steve B. in order to start driving posts Monday, 8/30/10. (09/02/10 – Signage currently on site will be installed by Noon today).	
	3.2	Nathan F. questioned irrigation conduit as no bid item or size indicated. Originally was taken out of project but now part of this Bid Package. KACC/RS&H verifying same size pipe as Phase I, grey, 4" PVC pipe. (09/02/10 – Ryan E. noted irrigation conduit Bid Item #56).	
08/19/10	2.1	Nathan F. submitted the traffic control plan to Brett C. for review/approval. (08/26/10 – Returned to KACC for distribution). (09/02/10 – Note: a partial control plan was submitted and returned and approved).	
	2.2	Nathan F. noted they are just working on the 12" line right now, and the stub near the building will be done in approximately three weeks. (08/26/10 – Complete as far as can be taken. Tee connection went o.k. No loss of service. Mega lug bolts were requested to be installed by City of Duluth Plumbing Inspector). (09/02/10 – Installed anodized nuts at every location; inspected, approved and backfilled).	
08/12/10	1.1	Nathan F. noted the private locate and One Call meetings are scheduled for Friday, 8/13/10, at 8:00 a.m. (08/19/10 – No issues. LLB did private locate portion). (08/26/10 – Private locates needed for parking lot area for signage installation and APi work. Northland Constructors to call).	Northland

Date of Origin	Item #	Description	Action By
	1.2	A QMS meeting will be held with Northland Constructors' and their first-tier subcontractors after the PLA meeting on Monday, 8/16/2010. (08/19/10 – Meeting has been rescheduled to Thursday, 8/26/10, 10:00 a.m. after construction meeting). (09/02/10 – Follow-up meeting to be schedule in the next week or two).	Northland/KACC
	1.5	Nathan F. handed out Northland's project schedule. (08/19/10 – Nathan F. handed out a 3-week look ahead schedule at today's meeting).	
	1.6	RFP No. 001 pricing to be submitted by Nathan F. (08/19/10 – Proposal submitted with additional breakdown requested. DAA, KACC & RS&H will review after today's meeting). (08/26/10 – "Blue signage" – Posts to be onsite tomorrow, 8/27/10, for installation Monday or Tuesday, 8/30/10 or 8/31/10. Signpro should have signage completed Tuesday or Wednesday, 8/31/10 or 9/01/10. Nathan F. to submit formal shop drawings for approval). (09/02/10 – Nathan F. to request Signpro submit all final renditions as shop drawing for approval).	Northland Northland
	1.7	It was noted Blaine P. wants all manhole covers that are removed. There are several that have been cracked and need to be replaced. (08/19/10 – No issues).	
	1.8	John H. & Brett C. stressed the importance of Prime Contractor's submitting all required mill certificates, material certifications and Buy American on this project. (08/19/10 – Nathan F. just missing one certification, which he has received and will submit to KACC for processing). (08/26/10 – Submittal returned to Nathan F. via mail today).	Northland/KACC
	1.9	Northland Constructors' Calendar Days will begin as of Friday, August, 13, 2010. 87 Calendar Days will start as of this date.	
	1.11	Nathan F. noted the handicap ramp will be saw cut and possibly poured on Wednesday, 8/18/10. It was noted RFP No. 002 will be forthcoming. (08/19/10 – Nathan F. is waiting for subcontractor pricing, and hopes to submit on Friday, 8/20/10). (08/26/10 – Nathan F. should have pricing next week. RFP No. 002 signage to follow after RFP No. 001 signs complete. Formal shop drawings will still need to be submitted for review). (09/02/10 – Nathan F. to submit all final renditions as shop drawing and revised pricing (including price per sign break down) for approval).	Northland

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Site Electrical – APi Electric

09/02/10	4.5	Mike S. noted he left extra wire for the red light that turns on when the garage door opens. Blaine P. to make a sign "if red light on, vehicle exiting garage".	
	4.6	Steve B. to schedule a meeting with MN Power, RS&H, DAA, APi, and Northland to discuss new vault and 6x12x8 manhole for placement at SE corner of parking lot for new and existing feeds to tie into.	
	4.7	Steve B. noted APi Electric needs to complete Subcontractor Daily Report Forms every time on site. This is not being done and repeatedly requested.	APi Electric
	4.8	Banner arms may need to match current banner arms already installed in Phase I. Steve B. to get model numbers of existing equipment to Mike S.	KACC/APi
08/26/10	3.3	Mike S. noted there is not much room in the curb line for the handholes required at Proposed Long Term Parking Lot (Alt. #1) curb southeast of ticket booths. There are 10-12 existing with additional 6 to install at 6" down. RS&H to review. (09/02/10 – Will try to meet this week to review).	
	3.4	Mike S. noted he will need private locates. Coordinate with Northland Constructors.	
	3.5	Quazite box work behind Hertz building will start after corrected shop drawings are approved. (09/02/10 – Corrected shops need to be resubmitted).	APi Electric
	3.6	Temporary lighting has been installed, but some lighting needs to be redirected. Lighting will be adjusted at night with a bucket truck. If there is still an issue, additional solutions will need to be discussed, i.e. bolting additional head on light poles. (09/02/10 – Blaine P. and Steve B. noted adjustment went well. We will leave as is until we hear there is an issue).	
	3.7	APi Electric's RFI E1 needs to be rewritten to include a proposed solution and plan detail. (09/02/10 – RFI still needs to be submitted by APi).	APi Electric APi Electric
	3.8	APi Electric will need to submit additional RFI's. (1) Power for new Terminal. Quazite box is too small. RS&H is talking to Minnesota Power as all major electrical connections are not in conduit and exposed under shallow parking lot, and (2) the need to address duct bank as part of this Phase or later Phase.	APi Electric

Date of Origin	Item #	Description	Action By
08/12/10	1.13	<p>APi is currently removing access controls. Removed Amano equipment is to be placed in KACC's storage trailer including ticket spitters and arms from tunnel as noted by Lukas D. APi to replant stanchion into new location. Amano equipment is not to be altered, as DAA needs to resell the equipment.</p> <p>(08/19/10 – No change. Follow contract documents and original plan for equipment).</p> <p>(08/26/10 – RFP No. 007 pending. Need pricing ASAP).</p> <p>(09/02/10 – West side complete, East currently being worked on. Blaine P. requested APi verify the ticket dispensers are actually dispensing tickets as set up on a loop. Correct if needed).</p>	Northland/APi
	1.16	Nathan F. noted after crossover is completed, APi can start the bulk of their below grade work.	

Concrete & Bituminous Sawing – Concrete Sawing Services

09/02/10	4.9	Steve B. and Ryan E. noted (3) cuts in tunnel still need to be completed, including the curb line cut (only cut to bituminous).	Northland/Concrete Sawing
08/19/10	2.3	<p>Further discussions needed to confirm if crosswalks will be heated. Sawcut of crosswalks could be held off until next project Phase.</p> <p>(08/26/10 – Suggested tying into boiler system versus stand alone system. Heated crosswalks used at St. Scholastica and SMDC with some problems. Brett C. to give Blaine P. contact information to talk further with each organization).</p> <p>(09/02/10 – Proposal submitted for (1) apron heating and (2) sidewalk heating. An up-size charge was included in original proposal for both but possible additional charges for a second up-sizing. Brett C. to get Blaine P. contact information).</p>	KACC

Landscaping & Erosion Control – Erosion Control Specialists, Inc.

09/02/10	4.10	Steve B. noted bags to be added near (3) catch basins at SW corner of Grinden Drive for sediment capture due to today's rain.	
	4.11	Steve B. noted according to SWPPP rain needs to be documented, including any issues that arise. Weekly checks need to be completed according to SWPPP.	Northland/ESC
08/26/10	3.9	<p>John H. noted KACC or RS&H needs to be contacted if work completed after hours for appropriate quantity verification. RS&H will typically take empty bags and perform bag count. Nathan F. to get quantities from ECS.</p> <p>(09/02/10 – Quantities have not been received, so this item was not included on today's Pay Application).</p>	Northland

Date of Origin	Item #	Description	Action By
08/19/10	2.4	Silt fence is installed along Haines Rd. beyond tie-in connection for water main work currently happening. (08/26/10 – Steve B. noted backfill needs to be a mowable finish as noted in contract documents. This area was left pretty rocky).	
08/12/10	1.22	Lukas D. noted when trenching near wetland, use straw mulch right away after backfill to hold in place. (08/19/10 – An erosion matt can be used as well). (09/02/10 – The excavation area (where the tee was cut-in) is still not straw mulched. Steve B. reminded Nathan F. to get this addressed).	Northland/ECS

Fill & Abandon Pipe – TBD

08/12/10	1.24	Nathan F. requested using sand not lean concrete. DOT calls for sand with option of lean concrete. Specification is opposite. The use of sand was approved after meeting per MNDOT specifications. (08/26/10 – RFI to be submitted by Northland Constructors, and they will need to hire another first-tier subcontractor as EJM does not perform lean concrete work. A PLA will be signed by new subcontractor).	
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Directional Boring – Ground Effects Directional Drilling

Concrete Flatwork – Hovland, Inc.

08/12/10	1.26	Submittals needed. (08/19/10 – Nathan F. has requested several times from Hovland, Inc. to provide). (08/26/10 – Mix designs received, and will be logged and forwarded to RS&H for review). (09/02/10 – Still for review at RS&H-Duluth).	Hovland/Northland Hovland/Northland KACC/RS&H RS&H-Duluth
	1.27	Curb cut scheduled for mid-next week. (08/26/10 – Beginning of next week). (09/02/10 – In and complete. It was noted to check for water ponding in front of this new ramp).	

Fencing/Guardrail – Keller Fence Company

08/19/10	2.5	Discussion after today's meeting regarding pedestrian fence. (08/26/10 – It was noted a few additional holes need to be drilled to hold fence upright as it is continually falling over). (09/02/10 – Nathan F. to call for fix).	Keller/Northland
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	2.6	Keller Fence needs to send required submittals. (08/26/10 – Submittals still need to be submitted). (09/02/10 – Submittals are still needed).	Keller/Northland
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08/12/10	1.31	Being the temporary fence is being installed prior to the center tunnel parking lot access can be closed, orange fence must be installed to keep pedestrians from walking into the construction zone. (A 8'x12' walk path must remain thru to the center tunnel until the East and West side paths are usable). (08/19/10 – Tentatively opening lot late next week at the earliest. Water line work to complete in that area, and temporary signage needs to be approved prior to Handicap Lot opening). (08/26/10 – Will look at options after today's meeting).	
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Gas Main – Midwest Boring & Underground (Ulland Brothers)

Traffic Signage and Markings, Paint & Sealcoat – Sinnott Blacktop, Inc.

08/26/10	3.10	Traffic Control Plan submitted and reviewed by RS&H. KACC to return to Northland. (09/02/10 – Note: a partial traffic control plan was reviewed and returned).	KACC
08/19/10	2.7	Nathan F. requested location of stripping and footage for RFP No. 002. Lukas D. to wheel-off footage and get to Nathan F. (08/26/10 – Will do at contract price). (09/02/10 – Approved through RFP #008 as Lump Sum).	

Tree Removal – Rick's Tree Service

08/19/10	2.9	Clearing and grubbing work at pond remaining for contract work.	
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CIPP Liner – Veit

08/19/10	2.10	Submittals handed to John H. at today's meeting. Question asked what was meant or needed for "shop drawings" of materials. RS&H stated will make any necessary remarks on shops submitted. (08/26/10 – Shops in review by RS&H). (09/02/10 – Returned to Nathan F. at today's meeting).	
	2.11	There will be no interruption of service during installation.	
08/12/10	1.39	Nathan F. noted scheduling Veit may be difficult, but will work through. (09/02/10 – Nathan F. will contact Veit to schedule work).	

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Concrete Waterproofing – Waterproofing by Experts, Inc.

09/02/10	4.12	Nathan F. received submittals and will forward to KACC for processing.	
08/12/10	1.40	Signed PLA needs to be submitted. (08/19/10 – Signed PLA required). (08/26/10 – Need the signed PLA returned to KACC). (09/02/10 – Nathan F. to check documentation received from Waterproofing by Experts if signed PLA was included. If not, will contact).	Waterproofing by Experts/Northland Northland

Work Scope 3.10 – Structural Concrete – Kelleher Construction, Inc. – Brad Werner-PM;

08/26/10	3.11	Thomas C., RS&H-Chicago, requesting "Submittal Schedule for all action submittal items". Kelleher Construction to submit ASAP. Chris B. sent email to Brad W. after today's meeting requesting Submittal Schedule.	Kelleher Construction
08/19/10	2.12	Need mix design submittal(s). (09/02/10 – Mix designs were submitted to MBJ and RS&H-Chicago 8/31/10 for review).	

Rebar Installation – Woody's Rebar Co., Inc.

08/19/10	2.13	Brett C. to review rebar shops, then will forward to RS&H-Chicago for review. (08/26/10 – Chris B. sent (4) sets to MBJ and (1) to RS&H-Chicago on 8/20/10 for review). (09/02/10 – KACC to check on status of review).	RS&H-Chicago/KACC
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Work Scope 4.10 – Masonry – Harbor City Masonry, Inc. – Roger Anderson-PM;

08/12/10	1.43	Received contract documents but missing insurance certificate and Request to Sublet form(s). Harbor City to submit ASAP. (08/19/10 – Request for Sublet Form(s) still needed from Harbor City). (09/02/10 – Harbor City needs to submit their Request to Sublet Form).	Harbor City Harbor City Harbor City
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Work Scope 5.10 – Structural/Miscellaneous Steel – Dynamic Structural Steel, LLC – Jason Erickson-PM

09/02/10	4.13	Phase 3 shops were submitted to KACC for processing, and we will forward (1) hard set to both MBJ and RS&H-Chicago for review and approval.	
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Date of Origin	Item #	Description	Action By
	4.14	Dynamic Structural Steel submitted RCO-001 for review and comment. KACC RFI No. 004.	RS&H-Chicago
08/26/10	3.12	Phase I shops submitted to KACC for processing. Patrick C. noted material cannot be ordered until approved/reviewed shops have been returned.	
	3.13	Thomas C., RS&H-Chicago, requesting "Submittal Schedule for all action submittal items". Dynamic Structural to submit ASAP. Chris B. sent email to Jason E. and Patrick C. after today's meeting requesting Submittal Schedule. (09/02/10 – KACC received, and will forward to RS&H-Chicago for review).	Dynamic Structural
08/12/10	1.45	Patrick C. noted currently working on shop drawings. Should submit in about two weeks. (08/19/10 – Jason E. noted Phase I shops will be submitted next Friday, 8/27/10. They are working with MBJ on plans in phases). John H. and Brett C. stressed the importance of submitting mill certificates, material certifications, Buy American for all steel on this project. Patrick C. did clarify that it may be difficult to provide the actual certificates for steel until they materials are loaded and ready to ship to the jobsite. (08/26/10 – Dynamic Structural to submit as products are shipped. It was noted this is a shop drawing so (6) sets will be required). (09/02/10 – It was determined with large sized shop drawings, (2) hard copy sets and (1) electronic version is all that is required for submission).	
	1.46	Brett C. to schedule with Jason E. and Bryan H. a meeting to review schedule. (08/19/10 – Will schedule for two weeks out, and send a meeting request). (09/02/10 – Will meet after next week's construction meeting. DSS, NIE, Braun, KACC and RS&H-Chicago).	

Steel Erector – Northern Industrial Erectors, Inc.

08/12/10	1.48	Bryan H. noted they plan on starting at NW corner and move east.
	1.49	Bryan H. noted he would like to have access to power to plug in their crane overnights (in lieu of running a generator). Brett C. reminded him temporary power may not be available until the end of this year.

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| | 1.50 | Discussion regarding 160' boom on crane – add flashing light or beacon at night as required by FAA. Bryan H. noted they will lower boom to 20% angle and put a flag on top. Northern Industrial to process FAA permit for crane ASAP, and provide KACC & RS&H with a copy of the permit.
(08/19/10 – RS&H provided information, which KACC forwarded, to answer Bryan H.'s questions of longitude/latitude, etc.). | NIE, Inc. |
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Civil Scope Testing Agency – American Engineering Testing, Inc. - Andy Edlund-PM

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| 09/02/10 | 4.15 | Andy E. stated subgrade was o.k. DCP and Class 5 passed. Should have results on Corridors today. | |
| | 4.16 | Nadine M., AET, to return to test the west road. | |
| 08/26/10 | 3.14 | AET to submit testing reports directly to: Nathan Fox, Northland Constructors'; John Hippchen, RS&H-Duluth; Thomas Chambers, RS&H-Chicago; Steve Bergerson, KACC, and Chris Barta, KACC.
(09/02/10 – Andy E. to check if reports can be added to either an "Interport" or FTP for individual access and printing). | |
| 08/19/10 | 2.14 | Andy E. stated Class 5 samples are good. | |
| | 2.15 | Andy E. stated select granular 200/230 sample came back low. Minimum is 7%, and tested at 7.9%. AET will resample.
(08/26/10 – Andy E. noted the resample passed). | |
| 08/12/10 | 1.51 | AET will provide testing services for the civil scope of the project. | |
| | 1.52 | Invoices to be submitted to KACC by the 25 th of each month. | |
| | 1.53 | Brett C. would like Andy E. to attend the QMS meeting on next Thursday, 8/19/10, after regular construction meeting. Steve B. to get Andy E. the QMS sheets for his review and comment.
(08/19/10 – Rescheduled for Thursday, 8/26/10, after construction meeting). | |

Building Scope Testing Agency – Braun Intertec – Joe Butler

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| 0/8/26/10 | 3.15 | Braun Intertec to submit <u>all</u> testing reports directly to: Thomas Chambers, RS&H-Chicago; John Hippchen, RS&H-Duluth, Steve Bergerson, KACC and Chris Barta, KACC. Carbon copy Brad Werner, Kelleher Construction on concrete test reports only. Carbon copy Nathan Fox, Northland Construction on soils test reports only.
(09/02/10 – The Design Team agreed to have all testing reports available through Braun's "Interport" site. All parties should receive an email on how to access the site). | |
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08/12/10	1.55	Braun Intertec to provide testing services for the building scope portion of the project.	
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Project Onsite Superintendent Issues – Steve Bergerson, KACC Supt.

08/26/10	3.16	Steve B. to open gates in the mornings.	
	3.17	Steve B. noted all Contractors must follow the one-way traffic around loop while on site. Watch speed. (09/02/10 – Again, slow down speed on Grinden Drive loop).	ALL
	3.18	Steve B. noted make sure all private and One Call locates have been done prior to any digging.	ALL
08/19/10	2.17	Steve B. noted contractors are to sign-in each day listing crew members, work to be completed and any issues. Book is located in KACC's trailer.	
	2.18	Contractor parking is all along road behind KACC's trailers and down Haines Road to barrier.	ALL
	2.19	Steve B. reminded contractors to keep roads clean. No tracking onto the Grinden Drive loop.	ALL
	2.20	All contractors to put their garbage, debris, etc. into dumpsters. Need to keep airfield clean of flying debris.	ALL
	2.21	It was noted Prime, First- and Second-Tier Contractors must go with the normal flow of traffic along the Grinden Drive loop. Please do not drive the wrong way for the safety of customers and yourself.	ALL
08/12/10	1.57	Steve B. will perform Wage Rate Interviews on a weekly basis. Selected individual will complete a form asking wage information and sign. Steve B. then turns into the KACC office where Chris B. verifies whether or not prevailing wages are being paid.	
	1.58	Steve B. noted prime contractors with trailers must set up their own power. KACC will check with each prime contractor to determine what their needs are and try to coordinate power.	
	1.59	Foul language will not be tolerated on this project, and will result in the immediate removal from the project.	

Construction Manager - Kraus-Anderson Construction Company - Brett Cahoon-PM; Chris Barta-PA

08/26/10	3.19	Reminder: All Prime Contractors and first-tier, second-tier subcontractors, etc. must turn in Certified Payroll Reports to KACC.	All
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Date of Origin	Item #	Description	Action By
08/19/10	2.22	Owner's Meetings are to be held every other Monday at 9:00 a.m. (08/26/10 – Correction: Status Meetings). (09/02/10 - Next Status Meeting is Wednesday, 9/08/10).	
08/12/10	1.62	Weekly construction meetings will be held every Thursday, 9:00 a.m. in KACC jobsite trailer.	All
	1.64	KACC to spot check certified payroll reports submitted by Prime Contractors and their first-tier subcontractors.	KACC
	1.65	Brett C. noted Airport customers are responsible for all us having this project, and stressed the importance of our doing everything in our power to keep those customers happy. The less complaints the DAA receives the better. I.e. watch foul language, keep roads clean, etc.	All

Engineer/Architect-Civil - Reynolds, Smith and Hills, Inc. - John Hippchen; Ryan Erdmann-RPR

09/02/10	4.17	John H. noted it is important to follow specifications for all testing. FAA does require testing on lots under 300, i.e. a test on small bituminous work.	
08/19/10	2.23	RS&H to write RFP #006 this afternoon regarding 12" HDPE vs. 12" Schedule 40 pipe as required by City of Duluth plumbing code. (09/02/10 – Approved. Northland Change Order Request No. 1).	
08/12/10	1.66	RFP No. 002 is in process of being released. (08/19/10 – Northland is reviewing, and will submit proposal hopefully by the end-of-the-day Friday, 8/20/10).	RS&H
	1.68	Lukas D. noted contractors to get a hold of him if they have quantities needing verification prior to covering up. (08/26/10 – New contact is Ryan Erdmann).	Prime Contractors

Architect - Reynolds, Smith and Hills, Inc. - Brian O'Connor; Thomas Chambers; Mark Ip

09/02/10	4.18	Responses needed for KACC RFI No. 003 and No. 004.	
	4.19	What is the status of the rebar shop drawings?	
08/26/10	3.20	RS&H-Chicago requesting all Prime Contractors' submit their required "Submittal Schedule for all action submittal items" ASAP. (09/02/10 – KACC received Kelleher Construction and Dynamic Structural Steel's submittal schedules, and will forward for review/approval. Harbor City Masonry submitted actual shop drawings in lieu of schedule).	Prime Contractors KACC

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Owner – Duluth Airport Authority - Brian Grefe-Director of Operations; Blaine Peterson-Terminal/Facilities Manager

09/02/10	4.20	Blaine P. stated the importance of keeping the communication flow on any project changes. Keep Blaine informed as far in advance as possible.
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08/19/10	2.24	DAA wants to final approval signage in RFP No. 001 and No. 002. Signage is required by 8/31/10.
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08/12/10	1.69	Brian G. noted he would like the handicap parking lot up and running as soon as possible. (08/26/10 – Installation to be Monday and Tuesday next week, 8/30/10 and 8/31/10).
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	1.72	It was noted to check the lots for any Cargo Only parking signs to relocate to the designated spaces within the Handicap lot. (08/19/10 – Lukas D. to remove and relocate some of the signage).
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Resident Project Representative “RPR” - Building Scope – SJA Architects – Bob Swanfeld

Structural Engineer – MBJ Consulting – Craig Bursch

09/02/10	4.21	Responses needed for KACC RFI No. 003 and No. 004.
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	4.22	What is the status of the rebar shop drawings?
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08/19/10	2.25	Brett C. noted there is a conflict with some of the building columns-below or above grade. MBJ and RS&H-Chicago are resolving.
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Mechanical Engineer – Cosentini Associates, Inc. –

Electrical Engineer – Cosentini Associates, Inc. – Jennifer Kuether

Landscaping Consultant – Appold Design – Mindy Appold [Phase I project]

08/26/10	3.21	Mindy A. was on site Tuesday to lay out area. Work ready to start by end-of-the-month. (09/02/10 – AJ's will be on site Tuesday, 9/7/10, to dig either west or east island depending on construction).
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	3.22	RS&H-Duluth to issue a RFP to Ulland/AJ's for irrigation on island. (09/02/10 – KACC requested Ulland Bros./AJ's propose irrigation plan for island).
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RS&H

Date of Origin	Item #	Description	Action By
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08/19/10	2.26	Brett C. pushing for planting availability list, etc. (08/26/10 – Brett C. reported all plants are available, and will get in place this year).	
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Minnesota Power – Tom Leines

09/02/10	4.23	Steve B. to schedule a meeting with MN Power, RS&H, DAA, APi, and Northland to discuss new vault and 6x12x8 manhole for placement at SE corner of parking lot for new and existing feeds to tie into.	
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Qwest – Dave Larson

Miscellaneous

09/02/10	4.24	The Design Team had a discussion regarding large format shop drawing submittals, and decided the following: (2) hard copy sets and (1) electronic version submitted to KACC. KACC to submit (1) set direct to RS&H-Chicago's Consultant and (1) set to RS&H-Chicago for review. Consultant to submit (1) red-lined set to RS&H-Chicago to include their red-lines, and will send KACC (4) final sets for distribution. (1) for Prime Contractor; (2) for KACC Office/Field; (1) for DAA for Owner Record Set.	
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Safety and Clean-Up

08/12/10	1.73	Keep roads clean.	
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Change Orders/RFI's/PCO's

09/02/10	4.25	Northland Constructors' Change Order Request No. 1 forwarded to Michael Ferry and Gordon Olson for review and approval. Submitted for signatures at today's meeting and given to Blaine P. to give to Brian G. for signature.	
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	4.26	Summary and Outstanding RFI, PCO and Submittal logs to be distributed prior to Construction Meetings in lieu of attaching to Meeting Minutes.	
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KACC

08/26/10	3.23	Please note any PCO resulting in a Change Order: Change Order needs to be fully executed before any work can proceed.	
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Action By

09/02/10 4.27 Pay Application meetings will be held the first Thursday of every month. All Prime Contractors, DAA, RS&H and KACC to be present for signatures. Primes/DAA/RS&H/KACC

09/02/10 4.29 Northland Constructors': 87 Calendar Days: calendar days remaining for this current Phase I are 67.

1.77 Nathan F. to pull private storm only permit. Northland
(08/26/10 – Nathan F. noted the permit check was dropped off.
KACC requests a copy of the permit once received).

Date of Origin	Item #	Description	Action By
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Weather

The next meeting will be held Thursday, September 9, 2010, at 9:00 a.m. at Kraus-Anderson Construction Company's jobsite office trailer.

You are required to attend the construction meetings if you are soon to be on-site, are currently on-site, your work needs to interface with others, or you have questions or concerns that require documentation in the minutes.

It is your responsibility to read these minutes in their entirety. This report is assumed to be true and accurate unless notification to contrary is received within 72 hours.

Submitted by:

KRAUS-ANDERSON® CONSTRUCTION COMPANY



Brett Cahoon,
Project Manager

BC 

Attachments: 3-Week Look Ahead Schedule

Three Week Look Ahead Schedule

[illegible]

Three Week Look Ahead Schedule

[illegible]

Three Week Look Ahead Schedule

[illegible]

Three Week Look Ahead Schedule

KACC Project #20225 New Passenger Terminal Bid Package I

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